

SOUTHEAST ALLIANCE - LOCAL HUMAN RIGHTS COMMITTEE

Regular Meeting: Tuesday – October 9, 2012 at 5:30 PM

Location: Board Room- H-NNCSB Bldg. 300

FINAL

Members Present:

Lisa O. Hillman, Chair
Monica Larkin, Secretary
Nathaniel Parker
Vicki Pegram
Michelle Guide

Members Absent:

John B. Dawson
Linda Lane, Vice Chair

Advocate(s):

Hillary S. Zaneveld

Affiliates Present:

Michelle Iwaniw, H-NNCSB
Michelle Lakins-Waller, Colonial Behavioral Health
Valerie Gray, Gray's Family Services
Damion Mason, Second Chances
Hollie Stephens, Lutheran Family Services of Virginia
Julie Palmer, The Arc of the Virginia Peninsula
Huma Hague, Integrated Health Services
George Christopher, Integrated Health Services
Leasa Swittenberg, Family Behavioral Health and Healing
Tyrone Smith, Mid-Atlantic Family Services
Chanel Wright, Together Lives Change
Donald Honeycutt, American Treatment Center

Affiliates Absent:

Connect Youth and Family Services

Members of the Public:

None Present

I. Call to order/Introductions:

Ms. Lisa Hillman called the meeting to order at 5:38 PM. Introductions were made by members and affiliates.

II. Approval of Agenda:

Action: Advocate Zaneveld informed committee under old business regarding unpaid affiliate dues is not committee business and SEA LHRC will not address this issue in the meeting as it is a provider issue and suggest providers to have a meeting to address unpaid dues. A motion was

made by Mr. Parker to approve the agenda with changes and seconded by Ms. Larkin. Agenda was approved with recommended changes of removing unpaid affiliate dues as an issue of providers.

III. Approval of Minutes

Action: Minutes of July 10, 2012 had the following corrections:

- Under Members Present Linda Lane is Vice Chair not the secretary and Monica Larkin is the Secretary.
- Under Call to Order/Introductions: Add the name of the organizations that had next friend request.
- Public Comment: This section should state - No public comment made.
- New Business: What was listed under public comment regarding Chairman Hillman iterating the importance of mailing information to committee two weeks prior to the meeting was moved to new business category in the minutes.
- Next Friend Request: Add to minutes - Two member subcommittee and accompanied by Ms. Zaneveld, Human Rights Advocate, along with motions to enter executive session, exit executive session and certification of the discussion.
- Closed Session: Recommendation section was added for The Arc of Virginia, Colonial Behavioral Health and Hampton Newport News Community Services Board.

A motion was made by Ms. Pegram to approve the minutes of July 10, 2012 meeting minutes with corrections. The motion was seconded by Ms. Larkin and unanimously approved without further discussion.

IV. Public Comment:

No public comments were made.

V. Old Business:

American Treatment Center – Behavior Management Policy: Ms. Zaneveld, Advocate received letter that indicated two behavior management techniques would be used for American Treatment Center. Mr. Honeycutt was informed that there needs to be only one behavior management program. The program selected will need to be re-presented at the next SEA LHRC meeting in January 2013. The program rules of conduct were approved at the July 10, 2012 meeting.

Connect Youth and Family Services - Behavior Management Policy: Absent

VI. New Business:

American Treatment Center - Requesting Affiliation. Mr. Honeycutt is requesting affiliation for the new Williamsburg location. In terms of service, the DEA limits 100 patients per physician. The plan is to use the exiting behavior management policy which is still pending. There was a motion made by Mr. Parker to grant affiliation with the recommended changes to the behavior management policy and presentation at the next meeting and seconded by Ms. Pegram.

Affiliation granted. **Action:** Behavior Management policy will be presented at the next SEA LHRC meeting on January 8, 2013.

VII. Advocates Report

Ms. Zaneveld informed members and affiliates that the Office of Human Rights hired new advocate, Timothy Jones.

Ms. Zaneveld informed members and affiliates that the Code of Virginia 37.2-400 Rights of individuals receiving services has been amended. The update to the Human Rights Regulations was handed out to members and affiliates that were present.

Ms. Zaneveld informed affiliates the importance of making communication with the Office of Human Rights in writing by faxing complaints especially those that pertain to abuse, neglect and exploitation within 24 hours and complaints within 24 hours or next business day. It must be in writing even if a phone message was left. Hand outs regarding the process were provided to members and affiliates that were present.

Ms. Zaneveld informed members that Human Rights Training will be held on November 8, 2012 at 9AM to Noon at Eastern State Hospital, Building 3 Auditorium. Providers are welcome to attend but priority seating for LHRC members.

Ms. Zaneveld provided clarification to affiliates as it pertains to agency reports under the question "Quarterly Review of any Behavior Plans involving the use of restraint and time out". The behavior management plan should be on the person's Individualized Service Plan (ISP) and therefore the response on the agency report should be written as "none". The question pertains to the review of an individual behavior plan.

VIII. Agency Reports

Third Quarter Reports presented by:

- American Treatment Center - Present and provided report.
- The Arc of the Virginia Peninsula - Present and provided report.
- Colonial Behavioral Health – Present and provided report. At next meeting will present behavior management plan/ policy regarding use of restraints at the January 8, 2013 meeting.
- Connect Youth and Family Services - Absent
- Family Behavioral Health and Healing – Present and provided report.
- Gray's Family Services – Present and provided report with corrections. The report should have stated third quarter.
- H-NNCSB – Present and provided report.
- Integrated Health Service - Present and provided report.
- Lutheran Family Services of Virginia- Present and provided report.

- Mid-Atlantic Services - Present and provided report with corrections. The report should have stated third quarter.
- Second Chance Youth Services – Present and provided report.
- Together Lives Change - Present and provided report.

IX. Closed Session:

A motion was made by Ms. Pegram and seconded by Mr. Parker at 6:45 PM that the SEA - LHRC go into Closed Session pursuant to Va. Code § 2.2-3711(A paragraph 4), for the purposes of protecting the privacy of individuals in personal matters not related to public business, namely for the purpose of hearing from Colonial Behavioral Health, The Arc of the Virginia Peninsula and Hampton- Newport News Community Services Board pursuant to the regulations.

A motion was made by Ms. Pegram and seconded by Mr. Parker to exit executive session at 7:15PM.

Upon reconvening in Open Session, each member of the SEA LHRC certified to the best of each member's knowledge, only private business matters lawfully exempted from statutory open meeting requirements and only private business matters identified in the motion to convene the executive session were discussed in executive session.

Recommendations:

- Colonial Behavioral Health – No recommendations
- The Arc of the VA Peninsula – Provide a brief synopsis of medication training at the next SEA LHRC meeting in January 2013.
- Hampton Newport News Community Services Board - No recommendations

X. Open Session:

Ms. Zaneveld handed out Freedom of Information (FOIA) packets to members that were present. The information pertained to the governance of a "Public Body" under FOIA. For example, it is required by FOIA to post the agenda three days before having a meeting and three day posting of approved (final) minutes.

Ms. Zaneveld announced that Hampton-Newport News Community Services Board will host the State Local Human Rights Committee on October 26, 2012 at 8:00 AM -to 2:30 PM. The meeting location is in the upstairs board room.

XI. ADJOURNMENT -

There being no further business, Mr. Parker made a motion to adjourn the meeting and second by Ms. Pegram to adjourn the meeting at 7:25 PM.

- The next meeting of the SEA - LHRC will be held on January 8, 2013.

Minutes Submitted By:

Michelle Lakins-Waller

Affiliate - Colonial Behavioral Health